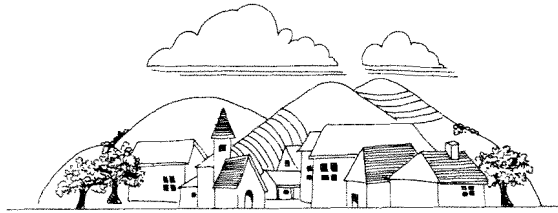


OCT 26 1 17 PM 84



Town of Yountville

October 24, 1984

Fair Political Practices Commission
1100 K Street
Sacramento, California 95814

Gentlemen:

Enclosed please find an excerpt from the October, 1984 Western City issue relative to Officeholders not involved in an Election.

I request a clarification on this matter. Our Town Council consists of five members - four Councilmembers elected for four year terms, and a Mayor elected for a two year term. Other than election reporting requirements, I have only had the Councilmembers file an annual report for the period of taking office through December 31st or January 1st through December 31st, which ever is applicable.

As of July 1, 1984, the five member Council receives a salary of \$150.00 per month each. Does this mean that they will now have to file a "semi-annual" campaign statement? None of my Councilmembers have mid election funds to report. If this form is required, what is the Form No. and what would be the period covered? Would they still be required to file annual disclosure statements?

Your assistance in this matter will be greatly appreciated.

11/9/84--Called, left message. She's on vacation for three weeks.

12/3--Discussed filing procedures for officeholders not being voted on. She was confused between 721 and campaign filings.

Sincerely,

Frances E. Field
Frances E. Field
Town Clerk

C. Wardlow

TOWN HALL
6550 Yount Street, P.O. Box 2590
Yountville, California 94599 (707) 944-8851

not. Taxable earnings include interest earned on bank deposits, gains on the sale of assets and other similar items of income. (For further clarification, contact the Internal Revenue Service and the Franchise Tax Board.)

When to File

Following are general guidelines for when campaign statements must be filed for the last half of 1984.

Officeholders Not Involved in an Election — If you are an officeholder not up for re-election during July 1 through December 31, 1984, and your salary is \$100 or more per month, you are required to file a "semi-annual" campaign statement regardless of whether you have received any contributions or made any expenditures. Due January 31, 1985, this statement covers the period beginning with the day after the closing date of the last statement you filed (July 1, 1984, for most filers). If you have not raised or spent \$500 or more during the entire calendar year 1984, you may file the "Candidate and Officeholder Campaign Statement — Short Form" (Form 470). In addition to the semi-annual statement, you may be required to file a campaign statement during what is called a threshold period (see box titled

Standard Filing Schedule) if you raise or spend \$500 or more and also make a contribution to another candidate or ballot measure committee during the threshold period.

Officeholders and Candidates Involved in the November Election — If you are involved in the November election, you will be required to file a threshold statement, if you raise or spend \$500 or more during a threshold period.

Important Information about "Late Contributions" — October 21 through November 5, 1984, is the "late contribution" period for the November 6th General Election. A late contribution is any contribution, including a loan, aggregating \$1,000 or more during the late contribution period from a single source that is made to or received by a candidate, controlled committee, or committee primarily formed to support or oppose a candidate or measure being voted upon. Both recipients and the candidate or committee making the late contribution must file reports within 48 hours of either receiving or making the late contribution. A late contribution report must be sent by telegram, mailgram, any overnight guaranteed delivery service or by personal delivery — not by regular mail.

Officeholders and Candidates Involved in an April 9, 1985 Election

The following filing schedule is for candidates and committees involved in an April 9, 1985, election. There are no "thresholds" for statements filed in connection with elections held on dates other than the June or November state election dates. Pre- and post-election campaign statements must be filed during each period, regardless of whether there has been any reportable activity. If you anticipate receiving or spending less than \$500 on your entire campaign, you may avoid filing pre- and post-election statements by filing a Form 470 with your Declaration of Candidacy or filing the Form 470 on or before the deadline for the first pre-election campaign statement. The period covered by the Form 470 would be January 1, 1985, through June 30, 1985. Candidates who anticipate raising or spending \$500 or more on behalf of your candidacy should not use the Form 470, but file according to the election schedule for the April 9 election.

March 24 through April 8 is the "late contribution" period for an April 9th election. ■

Standard Filing Schedule for November Elections

| Type of Statement | Period Covered | Filing Deadline |
|---------------------|--------------------------------------------------------------------------------------------------------------------------------|------------------|
| September Threshold | July 1-September 17 | September 22 |
| October Threshold | September 18-October 20 | October 25 |
| Semi-Annual | The day after the closing date of the last statement OR January 1 if no previous statement has been filed through December 31. | January 31, 1985 |

These are the dates campaign statements are due for officeholders not involved in an election from July 1 through December 31 and for candidates who are involved in the November election.

Filing Schedule for April 9, 1985, Election

| Type of Statement | Period Covered | Filing Deadline |
|-------------------|-----------------------|-----------------|
| 1st Pre-Election | January 1-February 23 | February 28 |
| 2nd Pre-Election | February 24-March 23 | March 28 |
| Post-Election | March 24-June 6 | June 13 |

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William Slaton